

Addendum - Questions and Answers for the Network Administrator SOW  
March 21, 2002

Is this a project or staff augmentation? [There are a series of small projects to be completed as well as day to day operations. The projects consist of: Encrypted Wireless Network review, Building Security Network review and configuration, CVO/RSA review and configuration, Wireless Network review and controller upgrade, review network device integration into PKI, DMZ architecture review and configuration.](#)

Is there an incumbent currently in place?[No](#)

Please confirm that all staff provided by vendor will work 100% in DOR offices at 600 North Robert St., St. Paul, MN 55146, throughout the life of the contract. [Yes, see Duration and Location of Assignment on page 4.](#)

Please confirm DOR will provide selected resources with work space, and all necessary hardware/software and laptop/desktop computers to perform the responsibilities outlined in this SOW.[DOR will provide everything the person needs to perform the work.](#)

What is the anticipated daily work schedule for selected vendor resource(s) (8AM - 5PM, Monday thru Friday)?[Generally 8 AM to 4:30 PM but may change depending on the individual project being completed.](#)

Please confirm whether selected vendor will be paid on an hourly basis for services provided under this contract, based on DOR approved contractor time sheets, or if selected vendor will be paid based on completed/signed-off deliverables?[Hourly](#)

Please confirm that a DOR Project Manager will be responsible for directing the selected vendor's resource(s) work tasks/assignments?[Depending on the work activity being performed, direction will be given by a supervisor, lead worker or project coordinator.](#)

Is there any travel expected for vendor resources?[No travel is anticipated.](#)

Is there an incumbent vendor who is currently, or has previously, been engaged to perform duties similar to the work outlined in this SOW?[Yes, previously](#)

If yes, who is the incumbent vendor?[TSG](#)

Does DOR have a pre-determined/allocated budget (either hourly billing rate or total project cost) for these positions? [Yes](#)

If yes, can you please share the budgeted amount?[N/A](#)

Please confirm that the anticipated utilization of selected resource(s) will be full-time 40 hours per week (excluding State holidays) for the duration of the contract?[Candidates will be expected to work an average of 40 hours per week. Because it will be necessary to minimize the impact to the business of the DOR to perform activities for some projects and because some projects may require more than 40 hours one week, the candidate may arrange to balance hours by working fewer hours in a subsequent week.](#)

If no, please provide anticipated utilization?

Will selected vendor resource(s) be required to perform off-hours, on-call support work? Off hours work may be necessary to fulfill the work at hand in a manner to minimize any disruption to the business of the DOR.

Please confirm how many consultants DOR expects to select to perform the duties outlined in this SOW? One candidate will be selected.